

# Grace Chapel Lutheran School

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## 2020-2021 Back-to-School Plan

In response to the Covid-19 Pandemic, Grace Chapel Lutheran School has developed this Back-to-School Plan for re-opening our school building and providing educational ministry for the 2020-21 school year. This plan was written with guidance from and the recommendations of health officials, other Lutheran schools, and state and local leaders. It is designed to prioritize the health and safety of students and staff. While careful consideration has gone into the construction of this plan, we recognize that the plan must be fluid to allow Grace Chapel to respond to changes in local health regulations and recommendations, and the spread of COVID-19.

Please note that this plan is designed to *mitigate* the chances of students and staff contracting the COVID-19 virus. It is not a guarantee or promise that students or staff will not contract the virus while on the school campus.

## **Practicing Prevention**

Grace Chapel Lutheran School will:

- 1) Teach and reinforce good hygiene practices such as hand washing, covering coughs, etc.
- 2) Post signage in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19 including good hygiene practices and staying home when sick.
- 3) Provide hand soap, hand sanitizer, and no touch paper towel dispensers and allow students to bring hand sanitizer from home.
- 4) Clean/disinfect frequently touched surfaces.
- 5) Allow students to bring hand sanitizer and water bottles from home.
- 6) Increase circulation of outdoor air as much as possible as long as it does not pose a health or safety risk.
- 7) Conduct deep cleaning of the campus on a regular basis.

## **Faculty and Staff**

- 1) All Church and School Staff will be tested for COVID19 two weeks prior the start of the school year.
- 2) Staff must administer a self-assessment before reporting to work each day.
- 3) If a staff member answers “Yes” to any of the self-assessment questions, he/she should not report to work.
- 4) Staff members in classrooms will wear a face mask or face shield unless eating. Other staff will wear a face mask or shield when within 6 feet of another person.
- 5) If a staff member becomes ill while on campus:
  - a) the staff member will be sent home immediately.
  - b) the individual will be advised to contact a healthcare professional to determine if the symptoms are a result of COVID-19 infection or if there are other health issues.
  - c) If a case of COVID-19 is identified, the school will follow the guidance of the local health department regarding tracing, classroom or school closure, community notification, and sanitizing protocols.

## **Students**

- 1) Parents/guardians will complete daily screening questions before sending children to school. If the student answers “Yes” to any of the self-assessment questions, he or she should not come to school.
- 2) Student temperatures will be checked before leaving the drop-off vehicle. Students with temperatures of 100° F or higher will not leave their vehicle.
- 3) Students in 3rd through 8th grade will wear a face mask or face shield at all times unless eating. Students in Kindergarten through 2nd grade will wear a face mask or face shield while in common areas of the building, but are not required to wear a mask or shield in the classroom.
- 4) A new or clean mask should be worn each day.
- 5) The school will provide a disposable mask to students without one at a charge of \$1.50 per mask.
- 6) If a student cannot wear a mask for medical reasons, a medical exemption note must be provided by a doctor.
- 7) If a student becomes ill while on campus:
  - a) The student will be isolated until arrangements can be made to be picked up by a parent or guardian.
  - b) The individual will be advised to contact a healthcare professional to determine if the symptoms are a result of COVID-19 infection or if there are other health issues.
  - c) If a case of COVID-19 is identified, the school will follow the guidance of the local health department regarding tracing, classroom or school closure, community notification, and sanitizing protocols.

## Visitors/Parents

- 1) All visitors/parents entering the building must wear a face mask or face shield when entering the building.
- 2) All visitors/parents will only be allowed in the school entrance and school office.
- 3) Only one parent/guardian will be allowed in the school entrance/office at a time. Other parents/guardians will wait outside until the current parent/guardian exits the building.
- 4) Parents/guardians will not be allowed to escort children to the classroom. (See pick-up and drop-off procedures.)

## Student/Staff Returning to School After Illness or Quarantine

As per current CDC guidelines, Grace Chapel will adopt the following guidelines for returning to school for students/staff who are COVID positive or presumed positive:

- 1) Symptom-based strategy
  - a) Persons **with COVID-19** who have symptoms and were directed by a health care provider to care for themselves at home may discontinue isolation & return to school under the following conditions:
    - i) At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
    - ii) At least 14 days have passed since symptoms first appeared.
  - b) A note from the primary care giver should be sent with the student upon return to school.
- 2) Test-based strategy
  - a) Previous recommendations for a test-based strategy remain applicable; however, a test-based strategy is contingent on the availability of and access to testing.
  - b) Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:
    - i) Resolution of fever without the use of fever-reducing medications and
    - ii) Improvement in respiratory symptoms (e.g., cough, shortness of breath), and
    - iii) Negative results of a COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens)
  - c) A note from the primary health caregiver should be sent with the student upon return to school.
- 3) Time-based strategy for persons with confirmed positive COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:
  - a) At least 14 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test.
  - b) If they develop symptoms, then the symptom-based or test-based strategy should be used.

**Note: because symptoms cannot be used to gauge where these individuals are in the course of their illness, it is possible that the duration of viral shedding could be longer or shorter than 14 days after their first positive test.**

  - c) A note from the primary caregiver should be sent with the student upon return to school.

For students or staff who had close contact with a COVID positive person, the student (and potentially siblings) should self-quarantine for 14 days if the contact was longer than 10-15 minutes and social distancing was not in place. A note from the primary caregiver should be sent with the student upon return to school. If returning to school prior to 14 days after exposure, a mask should be worn if possible and where practical.

*Remote Learning will be available for students at home due to situations of illness and/or quarantine.*

## Hand Washing/Sanitizer

- 1) A touchless hand sanitizer station will be available at the entrance to the school building.

- 2) Students and staff are encouraged to use hand sanitizer upon entering the building.
- 3) Students and staff will wash hands before eating, after eating, and after restroom usage.
- 4) Students in 4th through 8th will be encouraged to keep personal hand sanitizer at their desks.

### **Restrooms**

- 1) Classes will be scheduled for restroom time separate from other classes.
- 2) Students will be spaced a minimum of 3-6 feet while waiting to use the restroom.
- 3) The number of individuals in a restroom at any given time will be limited to 2.
- 4) Restrooms will be deep cleaned at least once a day. High touch surfaces will be wiped down throughout the day.

### **Remote Learning**

Classroom lessons will be streamed through Google Meet for students at high risk, quarantined, ill or for families requesting Remote Learning. Materials will be provided for students per the Remote Learning Guidelines.

### **Water Fountains**

- 1) Students will not be allowed to access water fountains except for the water bottle filling station on the second floor.
- 2) Students are encouraged to bring water bottles from home.

### **Classrooms**

- 1) When entering classrooms in the morning, students will maintain social distancing when using lockers or coat hooks.
- 2) Students will be seated in individual desks and spaced as far apart as feasible (between 3 to 6 feet).
- 3) Student desks will all face the same direction.
- 4) Students will not be allowed to share supplies.
- 5) High touch surfaces will be wiped down throughout the day.
- 6) Students will not change rooms for different classes. Teachers will change rooms as necessary.

### **Music/Band**

- 1) The music class curriculum will be adjusted to minimize the possibility of COVID19 transmission.
- 2) Students will not sing or play any wind instruments.
- 3) Percussion instruments will be sprayed and wiped with disinfectant between uses.
- 4) Band classes will be temporarily suspended.

### **Physical Education**

- 1) Physical Education classes will be conducted outside if weather conditions allow.
- 2) 5th-8th grade students will not change into P.E. uniforms for class.
- 3) No two classes will be in the gymnasium at the same time.

### **Lunch**

- 1) Lunches (in styrofoam containers) and milk will be delivered to the classroom by the kitchen staff in insulated boxes.
- 2) Disposable plasticware will be used.
- 3) Teachers will distribute lunches to students.
- 4) Insulated boxes will be returned to the kitchen and sanitized before being used for another classroom.
- 5) Kitchen staff must wear disposable gloves and masks while working.

### **Large Groups/Assemblies/Chapel**

Large groups or assemblies will be temporarily suspended. One class each Wednesday will attend chapel. The Chapel service will be streamed to other classes.

### **Recess**

- 1) Students will maintain social distancing when going to and coming from recess.
- 2) Classes will not be combined for recess OR each class will have a designated play area.
- 3) Classes will not share playground equipment (kickballs, jump rope, etc.). Each class will be issued its own equipment.
- 4) Sports equipment will be sprayed/wiped between uses.
- 5) The Playground (slides, swings, etc) will not be used.

### **Drop-off Procedures**

- 1) All vehicles will use the drop-off lanes marked in the parking lot.
- 2) Students may begin entering the building at 8:00 a.m.
- 3) Students will remain in the vehicle until a thermal scan of his/her temperature has been conducted.
- 4) Parents/Guardians arriving after 8:25 a.m. will call the school office upon arrival. A staff member will meet the vehicle to conduct a thermal scan before the student enters the building.

### **Pickup Procedures**

- 1) All parents/guardians must use the car line for pick-up. Parents/Guardians are not to enter the building.

### **Extended Care**

- 1) To maintain social distancing, families must sign-up the day before to use before or after school care.
- 2) Social Distancing by family will be maintained in the Extended Care program.
- 3) Attendance will be limited to 12 students/families signed up on a first-come, first-served basis.

### **If a Case is Identified**

If an individual within Grace Chapel Lutheran School tests positive for COVID-19, the school will work with the local health department on next steps which may include the following:

- 1) Identify who the individual was in contact with, within a 6-foot space for at least 15 minutes. If specific contacts cannot be identified, quarantine all individuals from that classroom.
- 2) Close the building for 10 days if over 5% of the student body tests positive any day, 4% over 2 days in a row or 3% test positive 3 days in a row.
- 3) Initiate Remote Learning for a class (see #1) or the school (#2).

### **Tuition**

Tuition will be paid per the Tuition Agreement signed by each Parent/Guardian. Under circumstances where the building is closed and Remote Learning is instituted, the Grace Chapel School Board will consider partial reimbursement of tuition only if the school sees substantial savings in campus operating expenses.

## **Screening Guidelines**

### **Symptoms**

The following symptoms indicate a possible illness that may decrease your child's ability to learn and put them at a risk for spreading illness to others.

- Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
- Sore throat;
- NEW uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in cough baseline);
- Diarrhea, vomiting, abdominal pain;
- New onset of severe headache, especially with a fever.

**Contact**

- Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person confirmed with COVID-19;
- Travelled to an area reporting large numbers of Covid-19 cases.